



# Plattsburgh, New York

Randal J. Stone  
Assistant Chief

Plattsburgh Fire Department  
65 Cornelia Street  
Plattsburgh, NY 12901  
Tel: 518-561-5965  
Fax: 518-561-8236  
stoner@cityofplattsburgh-ny.gov

## MEMO

**TO:** Mayor Donald Kasprzak  
Members of the Common Council

**FROM:** Assistant Fire Chief, Randal Stone

**DATE:** October 11, 2012

**RE:** Fire and Ambulance Responses

For this week's period: Thursday, October 4, 2012 to Wednesday, October 10, 2012  
our Department has responded to the following:

<b>Fire Calls</b>	<b>16</b>
	1 overheated motor
	6 system activations
	6 EMS assist
	1 gasoline or flammable liquid spill
	2 MVA

<b>Ambulance Calls</b>	<b>53</b>
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<b>Mutual Aid by CVPH</b>	<b>11</b>
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# BUILDING INSPECTOR'S COMPLAINT REPORT: 10/9/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
10/3/2012	17	COLLINS WAY	RAMP	KB		CORRECTIVE ACTION IN PROCESS	
10/4/2012	72	BRINKERHOFF ST	MISCELLANEOUS INTERIOR COMPLAINTS	CB		CORRECTIVE ACTION IN PROCESS	
10/4/2012	72	BRINKERHOFF ST	INQUIRY OF NUMBER OF NON BLOOD RELATED STUDENTS	CB		CORRECTIVE ACTION IN PROCESS	
10/4/2012	4	COUCH ST	PARKING IN FRONT YARD	CB		CORRECTIVE ACTION IN PROCESS	
10/6/2012	4	COUCH ST	PARKING IN FRONT YARD, GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
10/6/2012	2	COUCH ST	FURNITURE ON WEST SIDE OF BUILDING	CB		CORRECTIVE ACTION IN PROCESS	

# CITY OF PLATTSBURGH, NY

## STATEMENT OF CASH RECEIPTS

### Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning September 19, 2012 and ending on September 25, 2012 inclusive.

Purpose for which Received		Amount
6124-2450	Commissions	-
6126-2613	Overdue Charges	348.00
6126-2650	Sale of Scrap - Library Auction	-
6126-2655	Minor Sales	91.72
6127-2690	Lost/Damaged Property	23.00
6127-2701	Refund Prior Year Expense	-
6127-2705	Gifts and Donations	-
6127-2755	Trust Fund Income	-
6227-2760	CEF Library System	-
6330-3840	State Library Aid	-
6330-3842	State Aid	-
	General	462.72
	Sales Tax @ 8.0% (Minor Sales - Supplies Only) T&A	7.98
	<b>TOTAL</b>	<b>470.70</b>

Dated, Plattsburgh, NY: September 27, 2012

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:  
Four hundred seventy and 70/100 dollars this 27th day of September 2012.

Richard A. Marks  
Richard A. Marks  
City Chamberlain

SET\_17\_CPI  
CITY OF PLATTSBURGH 1001  
MISCELLANEOUS CASH  
Date / Time : 09/27/12 15:18  
Payment : \$ 462.72  
Receipt # : 216377  
Check/Credit Card #: MULTIPLE  
Clerk : 1427pjer



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

October 9, 2012

To: Mayor Donald M. Kasprzak

Subject: St. Lawrence 1 and St Lawrence 2 Substation Upgrades – Testing  
And Commissioning – Bid No 2012-8-2  
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department and PLM Engineering have reviewed and evaluated the single bid received on September 27, 2012, for the above subject contract. Attached is PLM's review and recommendation.

We recommend award to **O'Connell Electric Company, Victor, NY** in the total amount of **\$ 85,000.00**. The bid is within the funding allotted for this project. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,

William Treacy  
Manager

Enclosure: (1)

CC: City Clerk  
Councilor Chris Jackson, PMLD Liaison  
Kelly Clookey, MLD Finance Director  
Bid 2012 -~~8~~-1 File





ELECTRIC POWER ENGINEERING

35 MAIN STREET, HOPKINTON, MA 01748 TEL: (508) 435-0200 FAX: (508) 435-4491

Project 9122-39

October 9, 2012

Mr. William Treacy  
Superintendent  
Plattsburgh Municipal Lighting Department  
6 Miller Street, Suite 1  
Plattsburgh, NY 12901

Dear Bill:

SUBJECT: St. Lawrence No. 1 and St. Lawrence No. 2 Substation Upgrades – Phase 1  
Testing and Commissioning – Bid No. 2012-8-2  
Bid Review and Award Recommendation

Sealed bids for the above contract were opened on Thursday, September 27, 2012 at 1:00 pm at the Plattsburgh City Clerks Office. A single bid was received at the designated place and time, although we understand a second bidder submitted their bid addressed incorrectly and it was not opened.

This bid is for the procurement of Testing and Commissioning services to support the 115 kV and 46 kV upgrades at the St. Lawrence No. 1 and St. Lawrence No. 2 Substations.

O'Connell Electric Company submitted the only valid bid, in the amount of \$85,000. They provided all required forms and did not note any exceptions. We have previous positive experience with O'Connell and find them qualified to perform the work of this project.

We recommend award of this bid to O'Connell in the amount of \$85,000.

If you have any questions or comments concerning this correspondence, please do not hesitate to contact me.

Sincerely,

*Michael C. Barrett*

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Michael C. Barrett  
Principal Engineer



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

Date: October 10, 2012

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager 

Subj.: MEUA Accounting and Finance Workshop

As Manager of the Municipal Lighting Department, I hereby requests permission for Kelly Clookey to attend the MEUA Accounting and Finance Workshop on November 14-16, 2012 to be held in East Syracuse, NY at an estimated cost of \$ 730.00.

If you have any questions, please contact me.

ATT: 2

Cc: Kelley Clookey, Finance Officer  
Councilor Jackson, MLD Liaison  
Travel File

TRAVEL REQUEST AND AUTHORIZATION - CITY OF PLATTSBURGH

TO: DEPARTMENT LIAISON COUNCILOR

Permission is hereby requested for Kelly Clookey  
of MLD to travel to East Syracuse, NY  
for MEUA Accounting and Finance Workshop  
on November 14-16, 2012 \_\_\_\_\_  
Hours, Incl. Travel Days

Please attach program or other literature, and back-up for estimated costs.

Estimated Costs:	Mileage	<u>\$ 300.00</u>
	Ferry/Road Tolls	<u>\$ 10.00</u>
	Hotel	<u>\$ 242.00</u>
	Meals	<u>\$ 100.00</u>
	Registration	<u>\$ 80.00</u>
	Personnel Cost (Replacement, overtime & dedicated time of attending personnel)	_____
	TOTAL	<u>\$732.00</u>

Please indicate department budget code from which this trip will be expended: 731.1; 741.1; 781.1

Date: October 10, 2012 Dept. Head: \_\_\_\_\_  
Bill Treacy, Manager

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AUTHORIZATION:

Pursuant to the authority granted me under the City of \_\_\_\_\_ Plattsburgh  
Common Council Resolution dated \_\_\_\_\_, I  
do hereby authorize the above travel as requested.

Date: \_\_\_\_\_  
\_\_\_\_\_  
Councilor, Dept. Liaison  
\_\_\_\_\_  
Mayor

NOTE: This authorization and supporting receipts must be attached to the travel voucher claiming reimbursement for Expenses (C.C. Resolution, Feb. 9, 1989).





# **Municipal Electric Utilities Association of New York State**

6652 Hammersmith Drive, East Syracuse, New York, 13057

Phone: 315/453-7851 Fax: 315/453-7849

Email: [info@meua.org](mailto:info@meua.org) web site: [www.meua.org](http://www.meua.org)

## **2012 MEUA Accounting/Finance Workshop Agenda November 15<sup>th</sup> & 16<sup>th</sup>**

### **Nov. 15, 2012**

- 8:00 – 9:00 am **Registration & Welcome**
- 9:00-10:00 **New FDIC Changes – Insured Cash Management Options for Villages & Towns.**  
*Douglas Bennett, Senior Vice President – JPMorgan Chase Municipal Banking Group*
- 10:00-12:00 **Capital Projects, Reserves & The Property Tax Cap – How You Should Handle Them & What You Should Know.**  
*George Person, Audit Consultant- Bollam, Sheedy, Torani & Co.*  
*Vincent Caterina, Audit Consultant - Bollam, Sheedy, Torani & Co.*
- 12:00 – 1:00 pm **Lunch**
- 1:00 – 2:00 **The “Electric Side” of Capital Projects – Contributions, OHs & Work Orders.**  
*William Freitag, Partner - Bollam, Sheedy, Torani & Co.*
- 2:00 – 3:00 **Rate Case Review – How to be Prepared From a NYPA (& PSC) Perspective.**  
*Maciek Przybylowski, “Finance Representative” – New York Power Authority*  
*(with input from a PSC Representative and/or William Freitag, Partner – BST&Co.)*
- 3:00 – 4:00 **Open Discussion Period – For All Other Questions of The Day “Left Unanswered”.**  
*Previous Speakers from Bollam, Sheedy, Torani & Co, NYPA & the PSC*  
*(plus your MEUA – Accounting & Finance Committee Members)*

### **Nov. 16, 2012**

- 8:30 – 9:30 am **W-2 & 1099 Forms – What To Include and When (or if) You Should Issue Them.**  
*David K. Coulon, FSLG Agent/Specialist – Internal Revenue Service*
- 9:30 – 10:30 **Workers’ Comp. – Cost Factors & Financial Considerations for Villages & Towns.**  
*Mark Dailey CSP-CRM, Director/Vice Pres. Risk Management – Rose & Kiernan, Inc.*
- 10:30 – 12:00 **Calculating & Reconciling PPACs – Why They’re Necessary & What To Include.**  
*William Freitag, Partner - Bollam, Sheedy, Torani & Co.*